

AOP 08 –
*Aeronautical,
Meteorological and
Operational
Information*

1.4 Surface Wind Reports

Wind direction is recorded in degrees true for Met register requirements, and degrees magnetic for METCOM and ATIS purposes.

The Vaisala Wind system is compliant with ICAO Annex 3, Section 4.6. Therefore whatever is displayed on the instrument is an essential part of the report that is passed to aircraft.

1.5 METCOM ATIS

METCOM ATIS is used at Leeds Bradford Airport for MET display and ATIS transmits on frequency 118.030 MHz. ATIS is also available on Internal dial Ext 2489 or External on 0113 391 1698

1.6 Weather Warnings

The Met Office will issue severe weather warnings when necessary. The Met Observer will disseminate weather warnings to the relevant stakeholders on the aerodrome as detailed in MATS Part 2 /3.

The details of weather warnings shall be recorded in the ATC Watch Log.

1.7 Notification of Unserviceability

Aeronautical information concerning occurrences of operational significance will be disseminated to ensure that all pilots are aware of the irregularity or un-serviceability affecting the aerodrome.

The AOM/AOUS shall be responsible for the origination of all messages concerning the operational state of the aerodrome and its published facilities and for informing all those locally affected.

The ATSM, ATC WM or SCOD shall be responsible for the origination of all messages concerning the operational state of the ATC Unit and its published facilities and for informing all these locally affected.

Any irregularity or un-serviceability is notified via AFTN and / or via ATIS.

2 SECTION 2 – Operational Information

2.1 Re-Declared Distances

2.1.1 Policy

It is the responsibility of the ATC WM / SCOD to notify pilots of the existence of a Temporary infringement within the runway strip transitional slope, approach and take-off surfaces through the medium of ATC and by NOTAM. The runway will be withdrawn from service or its length and declared distances restricted, if there is an obstacle that cannot be removed within the area that is designated 'clear and graded'.

When there is a temporary obstacle within the runway strip but outside the area designated 'clear and graded', the continued use of the runway is permitted subject to pilots being notified of the obstacle. Every effort must be made to remove the obstacle as soon as possible.

It is essential that an assessment be made of the significance of any obstacle to establish defined obstacle limitation surfaces for the affected runway(s).

Use of the runway for landings, when a reduced LDA requires withdrawal of approach lighting and PAPI, (i.e. landing over a temporary obstacle) is only authorised for the operation of aircraft using visual approach procedures.

Two qualified persons shall independently undertake any calculation of temporary reduced declared distances. Resultant distances shall then be compared and agreed before promulgation. If this cannot be achieved on site the Aerodrome Standards Department of the CAA must be consulted before promulgation.

The duty ATE (or the AOUS in their absence) will determine whether the obstacle is located in the ILS Localizer Critical Area. If it is located in the critical area, the ILS instrument approach procedure must be withdrawn.

'Temporary Declared Distances' policy is subject to the Leeds Bradford Airport internal audit system.

At times when temporary declared distances are promulgated records shall be retained as follows:

- A copy of the NOTAM originals shall be retained in the ATC NOTAM file for a period of not less than 6 months, or until any related accident or incident report is completed, whichever is longer.
- The Duty ATCO shall be responsible for inserting a dated entry in the Aerodrome Log specifying the temporary declared distances.

2.2 Operating Procedures

- Plot the position (X) of the obstacle on the aerodrome plan. The location shall be determined in respect of lateral distance from the runway centreline or extended centreline and longitudinal distance from the beginning of TORA.
- An obstacle more than 75 metres laterally from the runway centreline or extended centreline, but within the runway strip, will not require revision of declared distances if the runway is temporarily declared as a visual runway.
- If the obstacle is located within the area to be clear and graded, or penetrates the take-off climb surface or approach surface, temporary reduced declared distances must be determined. A 1:50 take-off climb surface must be protected for take-off over an obstacle. A 1:40 approach surface will be used for landing over an obstacle, and the runway must be promulgated as 'visual' with approach lighting and PAPI switched off.

2.3 Take-off

2.3.1 Away from an obstacle

Due consideration must be given to the type(s) of aircraft intending to use the reduced take-off runway and the effect of slipstream or jet blast on the obstacle. The minimum requirement is wing overhang plus 7.5m or 20% of wingspan, whichever is the greater'. An increase appropriate to the circumstances should be applied to this minimum. It is recommended that a minimum of 150m be used to protect an obstacle from jet blast. The turn distance of the critical aircraft shall be calculated by multiplying the wing span by two.

To determine the revised distance, the following calculation shall be used:

- RTORA = TORA – OBSTACLE – BLAST – TURN DISTANCE
- RASDA = ASDA – OBSTACLE – BLAST – TURN DISTANCE
- RTODA = TODA – OBSTACLE – BLAST – TURN DISTANCE

Type 'A' orange and white ground markers shall be placed, spaced not more than 15m apart, and not less than 5m from the runway edge to indicate the start of TORA; these markers signify the boundary of that part of the runway unavailable for the movement of aircraft.

2.3.2 Towards an obstacle

To determine the revised distance, the following calculation shall be used:

- RTORA = TORA – OBSTACLE – SLOPE – STRIP
- RASDA = ASDA – STOPWAY – OBSTRUCTION – STRIP – RESA
- RTODA = TODA – CLEARWAY – OBSTRUCTION

The end of TORA must never be less than 150m from the obstacle in order to provide the required minimum 60m strip-end and 90m RESA.

The height and position of the controlling obstacle must be included in the appropriate NOTAM. This is essential in order that aircraft operators may accurately determine take-off performance limitations.

2.4 Landing

2.4.1 Landings Over an obstacle (only for aircraft using visual approach procedures)

To determine the revised distance, the following calculation shall be used:

$$RLDA = LDA - OBSTRUCTION - SLOPE - STRIP$$

This revised displaced threshold must never be less than 150m from the obstacle in order to provide the required minimum 60m-strip end and 90m RESA.

PAPI and approach lighting shall be switched off while a temporary visual displaced threshold is in use. The temporary visual displaced threshold shall be marked by black and white boards not less than 5m from the runway positioned abeam the threshold on the grass.

2.4.2 Towards an obstacle

To determine the revised distance, the following calculation shall be used:

$$RLDA = LDA - OBSTRUCTION - STRIP - RESA$$

2.5 Promulgating Temporary declared distances

To be promulgated by NOTAM in the following format:

- EGNM
- Date/time group of NOTAM affect

- Date/time group of termination adding “EST” if necessary for an estimated time
- Due to (temporary obstacle – specify, i.e. disabled aircraft, vehicle etc) located (bearing DEG true from a defined point – i.e. runway end, displaced threshold, ARP)/(distance – metres) height (metres AGL) temporary declared distances in operation *RWY... .. TORA... .. ASDA... .. TODA... .. LDA... .. (and/or) *RWY... .. TORA... .. ASDA... .. TODA... .. LDA... ..

*Type ‘A’ ground markers indicate the start of TORA.

*Black and white runway threshold marker boards indicate the temporary displaced visual THR. PAPI and Approach Lights not available. RWY in operation as a visual RWY only; visual manoeuvring (circling) instrument approach minima apply.

*as applicable

2.6 Protection of Aids to Navigation within Runway Strip

Aids to navigation will only be sited within the runway strip due to operational requirements as a matter of necessity. All such aids are frangible and present minimum hazard to aircraft and their function.

Aids sited within the runway strip include:

- ILS Glidepaths
- IRVRs
- DME
- PAPIs
- Windsleeves

Any new navigational facilities which may be required to be sited within the runway strip will be for discussion with the Air Traffic Services Manager, Senior Air Traffic Engineer and the CAA.

2.7 Temporary Obstacles within the Runway Strips

Temporary obstacles within the runway strip will be kept to an absolute minimum, commensurate with the safe and efficient operation of the Aerodrome.

No temporary obstacles, other than temporary ditches and depressions, will be permitted within the cleared and graded area of a runway strip without re-declared distances being affected.

Temporary obstacles within the strip will only be permitted for:

- Essential work in progress
- Grass cutting
- Bird control activities
- Obstacles which cannot be removed i.e. aircraft accidents subject to AAIB investigation.

Temporary obstacles require prior approval of the AOM or ATSM.

Pilots are to be notified of obstacles and/or re-declared distances by ATC and by NOTAM.

2.8 Promulgation of Aerodrome Operating State

Information relating to changes in aerodrome operating state is promulgated by ATC as essential aerodrome information (as required by MATS Pt1. Information is disseminated via RTF individually to aircraft or collectively via the METCOM ATIS, with individual acknowledgements of receipt obtained.

2.9 NOTAM Action

The ATC WM /SCOD is responsible for the compilation and transmission of all NOTAMs and SNOTAMs via the AFTN. Standard message format, codes and abbreviations are to be used. The signal is processed and distributed in NOTAM form by the NOTAM office, including a copy to the originator.

2.10 Distribution & Amendments of Operating Procedures

Operational matters affecting the Aerodrome will be advised in the form of a TAOI or OPNOT (other instruction types are available if the document / procedure being amended is not the Aerodrome Manual). Information of significant operational importance may include the following.

- Construction or maintenance work on or immediately adjacent to the manoeuvring area.
- Unserviceable portions of any part of the manoeuvring area.
- The presence and depth of snow, ice or slush on runways and taxiways and their effect on braking actions.
- Runway surface condition when affected by water i.e. damp, water patches or flooded as appropriate.
- Snow drifted or piled on adjacent taxiways.
- The presence of other temporary hazards
- The failure or irregular operation of any part of the Aerodrome main and secondary power supplies
- Failure or irregular operation and changes in the operational status of any electronic equipment or navigation aid or aeronautical communications facility.
- Failures and changes in the IRVR system
- Bird hazard warnings
- RFFS Category

Matters affecting ATC procedures will be advised in the form of a Supplementary or Temporary Instructions to the MATS Part 2. The editor is responsible for incorporating the permanent changes into the document.